

# 2020 NOAA Financial Assistance Workshops

## Agenda

March 3-5, 2020 (*March 5 for FPOs only*)

**Update for West Coast Only.** The San Diego Financial Assistance Workshop is cancelled for in-person participation. However, to accommodate those that registered for the 2020 Financial Assistance Workshop, the NOAA Grants Management Division (GMD) will offer Pacific Standard Time Grant Webinars on March 3-4, 2020 for grant recipients. GMD will also hold a virtual FPO Closed session on the West Coast on March 5, 2020. The core webinar grant topics are budget proposals, post award actions, closeouts, compliance, monitoring, and risk assessment/audit.

The Silver Spring Financial Assistance Workshop will remain as planned (see next page).

### AGENDA—DAY 1

TIME	PRESENTATION
9:00 am - 10:00 am PST	Budget Proposals
10:00 am - 11:00 am PST	Post Award Actions
11:00 am - 11:50 am PST	Closeouts

### AGENDA—DAY 2

TIME	PRESENTATION
9:00 am - 9:50 am PST	Compliance: Terms and Conditions
10:00 am - 10:50 am PST	Monitoring Recipients & Subrecipients
11:00 am - 11:50 am PST	Risk Assessment & Audit

### AGENDA—DAY 3

TIME	PRESENTATION
8:00 am - 12:00 pm PST	FPO Closed Sessions

March 24-26, 2020 (*March 26 for FPOs only*)  
NOAA Auditorium and Science Center  
1301 East West Highway  
Silver Spring, MD

#### AGENDA—DAY 1

TIME	PRESENTATION
7:00 am - 8:00 am EST	<i>Registration</i>
8:00 am - 8:15 am EST	Welcome
8:15 am - 9:15 am EST	Keynote Address
9:15 am - 9:50 am EST	Grants Management Division & Workshop Overview
10:00 am - 10:50 am EST	Grants 101
11:00 am - 11:50 pm EST	Find & Apply; BAA
12:00 pm - 1:30 pm EST	<i>Lunch (On Your Own)</i>
1:30 pm - 2:20 pm EST	Grant vs Contract
2:30 pm - 3:40 pm EST	Budget Proposals
3:50 pm - 5:00 pm EST	Post Award Actions

#### AGENDA—DAY 2

TIME	PRESENTATION
8:00 am - 8:30 am EST	Opening Session / Q & A
8:30 am - 9:20 am EST	Compliance: Terms and Conditions
9:30 am - 10:20 am EST	Monitoring Recipients & Subrecipients
10:30 am - 11:20 pm EST	Closeouts
11:30 pm - 1:00 pm EST	<i>Lunch (On Your Own)</i>
1:00 pm - 1:50 pm EST	Risk Assessment & Audit
2:00 pm - 2:50 pm EST	OIG Investigations
3:00 pm - 4:00 pm EST	Closing Jeopardy

#### AGENDA—DAY 3

TIME	PRESENTATION
8:00 am - 12:00 pm EST	FPO Closed Sessions

## Session Descriptions

**Grants 101.** Learn about the pre-award, award, and post-award phases of the grants lifecycle at a high level. This panel discussion will address the grants lifecycle at NOAA - from the creation of the Notice of Funding Opportunity to your award. The panel will also address the workflow processes of the application review and execution and how to access your grant funds, as well as the difference between a grant and a cooperative agreement.

**Find & Apply; BAA.** This panel session is a walk through Grants.gov to help you find and apply to grant opportunities. It will also address the NOAA Broad Agency Announcement (BAA).

**Grant vs Contract.** When applying for Federal funds it's important to know the appropriate funding instrument to use in support of a funded project. In this session, the presenters will address the similarities and differences between Contracts, Grants, and Cooperative Agreements, and scenarios for when to use the appropriate funding instrument.

**Budget Proposals.** During this session, we will go over the nuts and bolts of a good budget. Topics will include cost categorization on the SF-424A, budget narratives, match requirements, program income, indirect costs and the de minimis rate, contractual and equipment requirements, and more!

**Post Award Actions.** Once your grant has been awarded, what happens next? This session will focus on post-award actions and educate attendees on the various award action requests that could be relevant to your award.

**Compliance: Terms and Conditions.** What rules apply to you? Grant recipients must uphold standards of compliance for continued Federal funding. This panel session will address the Uniform Guidance, Research Terms and Conditions, DOC Financial Assistance Standard Terms and Conditions, NOAA Financial Assistance Terms, and reporting requirements.

**Monitoring Recipients & Subrecipients.** This panel discussion will address monitoring requirements for grant recipients. It will also include success stories and helpful tips from a grant recipient for managing your subawards. Discussion topics include the sub-recipient selection and award process, performance monitoring, and subaward closeout.

**Closeouts.** This panel session will address the closeout process, your closeout responsibilities, and cover common issues, such as property reporting and disposition, indirect costs, final reports, and common delays to closeout.

**Risk Assessment & Audit.** This panel session will demystify the risk review step in NOAA's pre-award selection and post-award monitoring process! Learn how to identify and manage your organization's risk to avoid getting into risky business. Have audit findings? What does that mean? How do you avoid them? These questions and more will be answered during the Audit Session. During this session we will discuss best practices when dealing with the audit process.

**OIG Investigations.** This plenary presented by the Office of Inspector General (OIG) on investigations will address grant fraud, whistleblower protection and consequences in efforts to avoid and address fraud, waste, and abuse.

**Budget Helpdesk.** NOAA GMD will address one-on-one questions as a breakout session during specific plenary sessions.

**Grants Online Helpdesk.** NOAA OCIO will address one-on-one questions as a breakout session during specific plenary sessions.

## Logistics

Please register [here](#). Session presentations will be posted on the [NOAA AGO Website](#) under “News & Events” by March 2nd. The NOAA Grants Management Division will not have handouts at its workshops. Participants can opt to print them in advance, if needed.

For those who registered for the webinar workshops, you will receive the login instructions no later than three days prior to the workshop.

Evaluations will be emailed to all participants. We appreciate your feedback!

**UPDATE - THE SAN DIEGO WORKSHOP IS NOW ONLY OFFERED VIA WEBINAR. March 3-5, 2020**  
(March 5th is a Closed FPO Session)

The San Diego Financial Assistance Workshop is cancelled for in-person participation. However, to accommodate those that registered for the 2020 Financial Assistance Workshop, the NOAA Grants Management Division (GMD) will offer Pacific Standard Time Grant Webinars on March 3-4, 2020 for grant recipients. GMD will also hold a virtual FPO Closed session on the West Coast on March 5, 2020. The core webinar grant topics are budget proposals, post award actions, closeouts, compliance, monitoring, and risk assessment/audit.

**Silver Spring - March 24-26, 2020** (March 26th is a Closed FPO Session)

The workshop location is at the NOAA Auditorium and Science Center at 1301 East West Highway, Silver Spring, MD 20910. This is the building directly behind the “[Wave Pool](#)”.

For grant recipients and the general public, the workshop will be held March 24-25, 2020. For NOAA Program Officers, the workshop will be held March 24-26, 2020. The last day is a closed session for Program Officers only.

NOAA Headquarters is conveniently located right off of the [Metro](#) Red Line (Silver Spring stop).

There are also [public parking garages](#) in downtown Silver Spring. Garage 58 is the closest parking garage; however, parking is limited since this is a public parking garage next to the Metro. If you are driving, please allow yourself adequate time to find parking and walk to NOAA.

Food and beverage are not permitted in the NOAA Auditorium and Science Center, nor will they be offered at this workshop. Nearby restaurants are in the [Coastline](#) and overall [Downtown](#) Silver Spring areas.

## Webinars

Live webinars will be available for the workshops. Please note that the March 3-5, 2020 workshop webinar is in Pacific Standard Time, and the March 24-26, 2020 workshop webinar is in Eastern Standard Time.

The NOAA Grants Management Division encourages in-person participation in Silver Spring. The Budget Helpdesk and Grants Online Helpdesk will not be available for live Webinar participants; however, virtual participants can email their grants specialists to [gmd.services@noaa.gov](mailto:gmd.services@noaa.gov) with questions. Webinar

participants may be identified when questions are asked in the webinar chat for session speakers. Webinar registration will close when it reaches its maximum capacity.

The March 3-5 2020 PST webinar registration is available at:

<https://attendee.gotowebinar.com/register/8331993966441236493>

The March 24-26 2020 EST webinar registration is available at:

<https://attendee.gotowebinar.com/register/2004992842869729804>